

4. Review and Develop Policies and Procedures

Action Step <i>What needs to be done?</i>	Responsible Person <i>Who should take action to complete this step?</i>	Deadline <i>When should this step be completed?</i>	Necessary Resources <i>What do you need in order to complete this step?</i>	Potential Challenges <i>Are there any potential challenges that may impede completion? How will you overcome them?</i>
Analyze current policies Create a needs list Look for samples Write new as needed AG approval Disseminate Evaluation Intervention and early warning system Data collection Performance measures External evaluator Performance Report Comprehensive Report Card on the current state of Maine's Charter Schools Compliance Establish a policy and procedure committee	Laurie Nichi Shelley Outside experts	June 2016-ongoing	All existing samples and resources NACSA Charter Commission Law Identify what we need in an external evaluator Develop external evaluator description	Unintended consequences of what is drafted . . .

--	--	--	--	--